

TOWN OF BEDFORD
Commonwealth of Massachusetts -- Warrant for a Special Town Meeting
To any of the Constables of the Town of Bedford, in the County of Middlesex.

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify the legal voters of said Town of Bedford, qualified to vote at Special Town Meeting for the transaction of Town affairs, to meet in said Town in the

Bedford High School Auditorium – Thursday November 6, 2014 at 7:30 p.m.

Then and there to vote upon the following articles:

Article 1 - Debate Rules

To determine whether the Town will vote to adopt the following procedure for the current Special Town Meeting:

- A. A speaker presenting an article or amendment to an article shall be limited to ten (10) minutes;
- B. Other speakers shall be limited to five (5) minutes;
- C. No article shall be presented after 10:45 p.m.;
- D. Town Meeting by majority vote may waive A, B, or C;

pass any vote or take any action relative thereto.

This article sets out time limitations on presentations and debate of articles before this Town Meeting.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended

Article 2 - Disposition of Abandoned Property

To determine whether the Town will vote to accept Section 9A of Massachusetts General Law Chapter 200A; pass any vote or take any action relative thereto.

This article proposes to authorize the Treasurer to use an alternative procedure for disposing of abandoned funds held in the custody of the Town. Currently any funds that are deemed abandoned must be turned over to the State; however this proposed change would allow the Town to retain any funds deemed abandoned and credit that amount to its General Fund.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended

Article 3 - General Bylaw Amendment –Demolition Delay

To determine whether the Town will vote to amend the General Bylaws of the Town of Bedford under Article 57-Demolition Delay as follows:

ARTICLE 57. DEMOLITION DELAY

57.2 Definitions

Delete and substitute the following definition:

Current Text:

"Preferably Preserved" – Any significant building which the Commission determines, following a public hearing, that it is in the public interest to be preserved or rehabilitated rather than to be demolished. A preferably preserved building is subject to the twelve-month demolition delay period of this Bylaw.

Proposed Text:

Preferably Preserved - If, following a public hearing, the Commission determines that the demolition of a significant building would be detrimental to the historical or architectural heritage or resources of the town and that it is in the public interest that the building be preserved or rehabilitated rather than be demolished, such building shall be considered a preferably preserved building.

57.4 Procedure

Current Text:

If the Commission determines that the building is preferably preserved, the Commission shall notify the Building Inspector and applicant in writing. No demolition permit may then be issued for a period of twelve (12) months from the date of the determination unless otherwise agreed to by the Commission. If the Commission does not so notify the Building Inspector within twenty-one (21) days of the public hearing, the Building Inspector may issue the demolition permit.

Upon a determination by the Commission that any building which is the subject of an application is a preferably preserved building, no building permit for new construction or alterations on the premises shall be issued for a period of twelve (12) months from the date of the determination unless otherwise agreed to by the Commission.

Proposed Text:

If the Commission determines that the building is preferably preserved, the Commission shall notify the Building Inspector and applicant in writing. No demolition permit may then be issued for a period of **eighteen (18) months** from the date of the determination unless otherwise agreed to by the Commission. If the Commission does not so notify the Building Inspector within twenty-one (21) days of the public hearing, the Building Inspector may issue the demolition permit.

Upon a determination by the Commission that any building which is the subject of an application is a preferably preserved building, no building permit for new construction or alterations on the premises shall be issued for a period of **eighteen (18) months** from the date of the determination unless otherwise agreed to by the Commission.

Current Text:

The Building Inspector may issue a demolition permit or a building permit for a preferably preserved building within the twelve (12) months if the Commission notifies the Building Inspector in writing that:

Proposed Text:

The Building Inspector may issue a demolition permit or a building permit for a preferably preserved building within the **eighteen (18) months** if the Commission notifies the Building Inspector in writing that:

Current Text:

Following the twelve (12) month delay period, the Building Inspector may issue the demolition permit.

Proposed Text:

Following the **eighteen (18) month** delay period, the Building Inspector may issue the demolition permit.

57.7 Enforcement and Remedies

Current Text:

If a building subject to this Bylaw is demolished without first obtaining a demolition permit, no building permit shall be issued for a period of two years from the date of the demolition on the subject parcel of land or any adjoining parcels of land under common ownership and control unless otherwise agreed to by the Commission

Proposed Text:

No building permit shall be issued with respect to any premises upon which a significant building has been voluntarily demolished in violation of this bylaw for a period of three (3) years from the date of demolition unless otherwise agreed to by the Commission. As used herein "premises" includes the subject parcel of land and any adjoining parcels of land under common ownership and control. Upon a determination by the Commission that a building is a preferably preserved building, the owner shall be responsible for properly securing the building, if vacant, to the satisfaction of the Building Inspector. Should the owner fail to secure the building, the loss of such building through fire or other cause shall be considered voluntary demolition for the purposes of this section.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended

This article proposes to amend Article 57 – Demolition Delay of General Bylaws of the Town so as to increase the demolition delay period from the current twelve (12) month time period to eighteen (18) months. In addition, it is proposed to increase the restriction period for issuance of a new building permit from two (2) years to three (3) years when a building subject to this bylaw is demolished without a demolition permit. The bylaw applies to those structures built before 1943 that are located outside the Bedford Historic District.

Article 4 - Zoning Bylaw Amendment - Industrial Mixed Used

To determine whether the Town will vote to approve the following amendment to the Zoning Bylaw by replacing Section 15, Industrial Mixed Use in its entirety:

15.1 General Purpose

The Industrial Mixed Use special permit from the Planning Board is intended to foster desirable economic development for the community, by facilitating the development and redevelopment of sites that encompass combinations of land use that are different but compatible and economically complementary to one another. Projects may consist of multiple uses contained in a single building, or campus-type configurations involving more than one building on one parcel (or contiguous parcels in common ownership). In either case, the development is intended to improve site and community amenities, reduce environmental impacts and add value to property.

15.2 Authority and Applicability

15.2.1 Special Permit Granting Authority

The Planning Board shall be the Special Permit Granting Authority for Industrial Mixed Use developments.

15.2.2 District Applicability

An Industrial Mixed use special permit shall be allowed in the following districts: Industrial Park A, Industrial B, Industrial C, and Commercial.

15.2.3 Master Planning and Phasing Option

Industrial Mixed Use development projects may be submitted at the applicant's discretion in a master planned permitting structure, wherein a general special permit is granted with the expectation that detailed phasing plans will be submitted for special permit review upon their readiness for construction.

15.3 Development Objectives & Plan Review Criteria for Industrial Mixed Use Projects

The following are the Development Objectives to which all IMU special permit projects shall aspire, and the Review Criteria which the Planning Board shall apply in evaluating all IMU special permit applications:

15.3.1 Development Objectives

In proposing projects under the Industrial Mixed use special permit, applicants shall consider and strive to attain the following objectives, whether the submission is a new development or a redevelopment/retrofitting of an existing development, or any combination thereof:

Generate harmonious clusters of economic activity where the uses complement one another and in doing so help the community at large.

Facilitate combinations of uses that reflect the viable and emerging businesses of all types associated with the economy of the Boston metropolitan region and the Commonwealth of Massachusetts.

Invest capital to beautify properties and increase the physical and visual integration of uses and buildings.

15.3.2 Plan Review Criteria for Industrial Mixed Use Projects

Plans reviewed by the Planning Board under an IMU special permit shall be evaluated in terms of the following criteria, wherever applicable, whether the submission is a new development or a redevelopment/retrofitting of an existing development, or any combination thereof, and subject to appropriate findings by the Planning Board:

The determination that the uses proposed are complementary to and compatible with one another economically and in terms of site usage, and that the mix of uses furthers the intent of this section and the zoning bylaw.

Where multiple buildings are involved, the extent to which improvements are included that will establish or enhance the distinct visual relationship of the buildings to one another, using elements such as: the physical siting of the buildings themselves; open space; common areas; landscaping; trails and walks; or other site amenities to define and reinforce that relationship.

The accommodation in site design of pedestrian walks and trails, bicycle travel and off-site connectivity to other trails, conservation areas and destinations.

The reduction or avoidance of large concentrations of at-grade parking lots in favor of smaller, multiple lots where possible, or alternatively, to break up large expanses of pre-existing parking with landscape and pedestrian features.

The use of viable shared parking arrangements, to minimize the amount of parking, impervious surface and stormwater runoff.

The incorporation of low impact development techniques to provide or supplement stormwater management.

The adequate addressing of all conventional site design issues, such as internal traffic circulation, public safety, provision of utilities and other aspects normally seen in all plans.

15.4 Permitted Uses

The following uses shall be permitted by special permit in Industrial Mixed Use developments.

- Business and Professional Offices
 - General offices: corporate and multi-occupancy
- Light Manufacturing
 - Computer and related manufacturing or assembly
 - Electronics parts, circuitry and products, manufacturing or assembly
 - Medical device research, manufacturing or assembly
- Information Technology & Life Sciences
 - Information technology & data Storage
 - Software Development & Services
 - Bio-pharmaceuticals research, development and manufacturing
 - Industrial biotechnology or informatics
 - Biological testing laboratories, excluding bio-safety level four (BL-4) as per Centers for Disease Control
 - Earth sciences, environmental research, testing & development
- Health Care
 - Medical clinics, offices & services
- Institutional & Educational
 - Educational and training, for profit
 - Non-profit foundation or institutional use
 - Educational or child care facility, exempt under MA law
- Retail & Services
 - Retail and personal services stores with gross floor area not exceeding 10,000 square feet
 - Bank
- Restaurants, Hostelry & Recreation
 - Restaurants with sit-down table service, not of the fast order or drive-through type, but not excluding take-out service.
 - Hotel (Industrial Districts only)*
 - Fitness businesses, any type, with gross floor area not exceeding 10,000 square feet
 - Recreation or cultural business with gross floor area not exceeding 5,000 square feet
- Other Uses
 - Other uses determined to be fully compatible with those in this section but not listed herein
 - Municipal facilities
- Accessory Uses
 - Free-standing parking structure
 - Private or public solar array
 - Common utility, power and communication facilities with screening and planting appropriate to the site & abutting uses.

15.5 Mixed Use Minimum Criteria

The following are the minimum thresholds for constituting an IMU development:

15.5.1 Minimum Number of Uses

The proposed IMU development must have a minimum of two distinct uses as defined by the allowable uses in this section, whether contained in a single building or multiple buildings.

15.5.2 Minimum Mixed Use Floor Area

No single use or like grouping of uses shall occupy more than 92% of the gross floor area of a single building or 94% of the total GFA of all buildings on the site.

15.6 Density

The following are the maximum density entitlements for an IMU special permit. The Planning Board may limit any development project to less than these density entitlements for circumstances that are necessary to protect the public interest or other properties, or to further the aims of this section and the Zoning Bylaw:

15.6.1 Maximum Floor Area Ratio (FAR)

The FAR for any IMU development shall not exceed .35.

15.6.2 Increase in FAR

The FAR may be increased to .40 in cases where a Shared Parking Plan has been submitted and has demonstrated to the satisfaction of the Board by means of a finding that it will reduce the parking supply to less than that required by section 7.4 of this Bylaw, as verified by the Code Enforcement Director. Said finding shall be based on a determination that due to any combination of factors among the participating businesses such as hours of operation or employee work shifts, peak customer demand, minimal parking needs on-site or other complementary circumstances among businesses, a reduction in the required parking supply for the project is justified.

15.7 Dimensional and Performance Requirements

The following standards shall apply to all development projects seeking an IMU special permit:

15.7.1 Flexibility Criteria

It is the intent of this section to allow for a high degree of flexibility in the design or retrofitting of projects seeking an IMU special permit, in terms of the dimensions provided for the proposed development. The Planning Board shall determine the adequacy of the proposed dimensions and may adjust proposed dimensions upward or downward in accordance with the following criteria:

Adequacy of setbacks, yards and parcel perimeter buffering to avoid negative impacts on abutting and nearby uses from buildings or parking associated with the IMU development

Aesthetic enhancement for the immediate vicinity and the wider area or district

Use of existing site amenities within setback areas, including vegetation, landscaping, topographic characteristics, stone walls, surface water or other features.

15.7.2 Dimensional minima and maxima for the full development parcel:

Minimum Lot Area:	One (1) acre
Minimum Frontage:	As in existing zoning district, but may be reduced by the Planning Board within the IMU special permit discretionary authority.
Minimum Front Setback:	As in existing zoning district, but may be reduced by the Board.
Minimum Side and Rear Yards:	As in existing zoning district, but may be reduced by the Board.
Maximum Building Height	As in existing zoning district.
Minimum Lot Landscaping	30%
Maximum Lot Coverage	35%

15.8 Parking Requirements, Site Access, Transportation

The following are the flexible parking provisions for an IMU development:

15.8.1 Type of Facility

Parking may be provided at ground level, at sub-grade within buildings or in attached or detached parking structures.

15.8.2 Parking Site Location & Distribution

Parking within the front setback of buildings shall be confined to spaces for vehicles involving: visitors: emergency services: handicapped access: drop-off and pick-up of people or goods: transit systems and preferred spaces for certified car and van pool users operating through an organized trip reduction program.

All other parking shall be located at the rear or side of buildings.

Effort shall be made to distribute parking among multiple smaller lots rather than in one or more large expanses of parking, or, in the event of pre-existing large concentrations of parking, to provide visual and functional relief by means of landscaping, separation, pedestrian ways and other amenities.

15.8.3 Parking Quantity

Total parking supplied on site shall be evaluated by the Planning Board for adequacy to serve the proposed mix of uses.

After the parking required by zoning and any existing parking spaces are verified by the Code Enforcement Director, the Board may deem parking supply excessive or inadequate and request revision of the parking plan, or it might deem the parking to be adequate.

In determining adequacy, the Board shall take into account whatever combination of pre-existing and newly proposed parking spaces constitutes an optimum quantity, and shall make a finding to that effect.

Electric vehicle charging stations may be located within any parking area.

Section 7.4.3 concerning the granting of relief from parking regulations by the Zoning Board of Appeals shall not apply.

15.8.4 Shared Parking

Shared parking arrangements may be proposed to reduce the extent of parking lots and impervious surface and reduce stormwater runoff. A Shared Parking Plan shall be provided in these instances, documenting that the planned arrangements will reduce the parking supply to less than that required by section 7.4 of this Bylaw, as verified by the Code Enforcement Director. Said Plan shall substantiate that the targeted parking reduction is viable among building occupants due to any combination of factors such as hours of operation or employee work shifts, peak customer demand, minimal parking needs on-site or other complementary circumstances among the businesses. Significant changes to these circumstances or to the participating businesses may require a special permit minor modification before the Planning Board. Shared Parking Plans may be submitted for a minor special permit modification at any time after the development is operational, for the purpose of avoiding anticipated future parking demand that might exceed the capacity of the site.

15.8.5 Reserve Parking

The Planning Board may consider for approval the placing of some of the on-site parking supply into future reserve status, where it remains unbuilt until needed, provided the Board finds that the immediate parking demand is satisfied by the constructed parking spaces. Construction of such parking areas, should it involve minimal adjustment to previously approved parking quantity or physical layout, shall be subject to a minor special permit amendment.

15.8.6 Curb Cuts

The Planning Board shall determine that the number of curb cuts shown on the Plans to serve the site

along any frontage, including frontage on more than one street, is adequate but not excessive, considering both pre-existing and newly proposed curb cuts. This determination shall be made in consultation with DPW Engineering and may include referral to the Selectmen sitting as Road Commissioners.

15.8.7 Transportation Mitigation

A) Trip Reduction

In IMU development projects that it deems to be sufficiently large in number of employees and regular in terms of peak hour commuting patterns, the Planning Board may require as a condition of the special permit participation in a transportation management association, existing transit shuttle bus or other trip reduction program.

B) Traffic Mitigation

In IMU development projects where, after Department of Public Works or other engineering review, determines that the net traffic increase will be of sufficient impact to result in traffic congestion at site curb cuts and/or reduction of level of service at area intersections, the Planning Board may require as a condition of the special permit that improvements be made within the public right of way to mitigate traffic impacts. Such mitigations shall be subject to review and approval by the Selectmen acting as Road Commissioners. Performance guarantees to secure the proper construction of off-site traffic mitigations may be required by the Planning Board, in consultation with DPW Engineering. Alternatively, or in addition to, any physical improvements, other means of reducing traffic congestion may be required, including but not limited to contributions to a relevant traffic study or an adjacent capital improvement project being carried out under other auspices.

15.9 Application

The following are the requirements for submission of IMU special permit application materials. The Planning Board may waive the provision of select items if felt to be unnecessary for or inapplicable to the development project, or may do so by delegation to professional staff:

15.9.1 Plan Submission: Format & Quantities

A) Plan sets and other relevant graphic materials: the applicant shall submit the following: a digital PDF file of the full plan set and other graphic materials; ten (10) paper copies of the full plan set and other graphic materials at the 11" x 17" dimension; three (3) plan sets at full 24" x 36" size; and, at the discretion of the Planning Department staff and Department of Public Works engineering staff—Autocadd files for the project plan set in original CADD format and/or in readable drawing format .

B) All text documentation and application materials: the applicant shall submit the following: a digital PDF file of all required and voluntarily-provided materials; ten (10) paper copies of same.

15.9.2 Plan Submission Content

Plans of the site and related engineering details shall be stamped by a registered professional engineer licensed to practice in Massachusetts. Plans shall generally follow the submission requirements in Section 7.5.2.1, paragraphs (a) through (e), subject to modification on a case basis, but typically shall include the following: cover sheet, legend and notes; existing site conditions; general site layout; grading and topography; stormwater management; utility plans; detailed landscape plans, the final version of which shall be stamped by a registered landscape architect licensed to practice in Massachusetts; and as many sheets as are needed to portray engineering details covering all aspects of utilities, infrastructure and site engineering and construction. If pertinent, the package may include traffic diagrams; building elevation drawings; impact analysis for designated aspects of the project, or other material pertinent to the proposed development.

15.9.3 Other Submission Materials

Submission packages shall include the Application Form; a Cover Letter; Drainage Calculation Reports; and other material deemed to be necessary in pre-application communications. Additional material may include, on a case basis as needed, traffic impact analysis; groundwater protection studies and plans; operation and maintenance plans for on-site utilities; common maintenance agreements; analyses in aspects of project impact; and other materials deemed to be necessary by the Planning Department or Board.

15.10 Planning Board Findings

A special permit shall be issued under this section if the Planning Board finds that the development is in harmony with the Purposes and the Objectives and Review Criteria of this section and that it contains a compatible mix of uses sufficiently advantageous to the Town to render it appropriate to depart from the requirements of the Bylaw otherwise applicable to the Industrial or Commercial District in which the development is located.

15.11 Amendments

After approval, the developer may seek amendments to the approved plan. Minor amendments may be made by a majority vote of the Planning Board. It shall be a finding of the Planning Board whether a requested amendment is deemed to be major or minor. A major amendment shall require the filing of an amended special permit application.

* A hotel located therein in the Industrial Park A, Industrial B, Industrial C districts may contain, in addition to guest rooms, lodging units that are suites with permanent cooking facilities for temporary or intermittent stay required for guests who are there as temporary occupants engaged in business activity, or if for other purpose, subject to the limitations of 4.2.6.1 in this zoning bylaw.

pass any vote or take any action relative thereto.

This proposed Industrial Mixed Use special permit bylaw would replace existing Section 15 in the Bedford Zoning Bylaw in its entirety. It would eliminate the residential mixed use option and would create a vigorous new economic development tool for the town's future. It would do so by incorporating a broadened and fine-tuned list of economic uses that are prospering or emerging in Massachusetts and the region and then would add logically complementary uses such as hotels and restaurants and carefully chosen retail uses, with the intent of closely integrating this activity in campus configurations or in a single building. Incentives for the market to use this provision are also offered, in the form of design flexibility and small density bonuses. A high premium would be placed on site design and providing amenities and aesthetic features associated with each development or redevelopment, including pedestrian and bicycle travel.

Recommendations:

Selectmen: Approval recommended

Finance Committee: Approval recommended

Article 5 - Zoning Bylaw Amendment - Landscaping, Tree Protection and Visual Screening in Developments, including Greenbelts, and Perimeter No Building Rules in Cluster and Planned Residential Developments

To determine if the Town will vote to approve the following amendments to various sections of the Zoning Bylaw, relating to landscaping, tree protection and visual screening in developments, including changes to the current Greenbelt provision, and to the 50 foot wide perimeter no building rules in Cluster and Planned Residential Developments, or take other action relative thereto:

A. Section 6. Change title.

Current Text:

DIMENSIONAL REGULATIONS

Proposed Text:

DIMENSIONAL AND LANDSCAPING REGULATIONS

B. Section 6.2.12, Interpretation – Minimum Lot Landscaping

Current Text:

Minimum Lot Landscaping

The total ground area landscaped shall be at least the required minimum lot landscaping as noted in Table II. Such landscaping shall be designed to reduce the visual impact of the principal use upon adjacent property and within the lot. Where the developed area adjoins land zoned for residential use, a greenbelt shall be provided. Such greenbelt shall consist of four (4) staggered rows, each row ten (10) feet apart, of substantially sight impervious evergreen foliage at least 8 feet in height or planting of shrubs and trees complimented by a sight-impervious fence of at least 6 feet, but not more than 8, in height or such other type of landscaping as may be required under site plan approval. In all developments, to the extent practicable, existing trees shall be retained and used to satisfy the provisions of the minimum lot landscaping. In the Limited Business and Commercial Districts the frontage lots shall be landscaped with a minimum of one deciduous tree for each 35 linear feet. The tree species shall be in accordance with the requirements of the Bedford Department of Public Works.

Proposed Text:

Minimum Lot Landscaping and Standards

The total ground area landscaped shall be at least the required minimum lot landscaping as noted in Table II. Such landscaping shall be designed to reduce the visual impact of the principal use upon adjacent property and within the lot. **In particular, attention shall be paid to the following aspects:**

- a) In the Industrial, Commercial and Business Districts or where required for specific types of development under other provisions of the Zoning Bylaw, where the developed area adjoins land zoned for residential use, a landscape buffer shall be provided. The adequacy of such a landscape buffer shall be a matter for consideration in any review of a site plan or special permit. The nature of this buffer shall be appropriate to the aesthetic character of the structures and uses on the lot, as viewed across the relevant boundary. It shall include substantially sight impervious screening of any exterior equipment, storage or loading areas with dense planting of trees and shrubs, which may be supplemented by a fence. Buildings that present blank facades will require more planting to moderate their visual impact than those with architectural detailing and a scale compatible with a residential area. Existing assets that have the potential to contribute to an attractive site perimeter should be identified and used to advantage as far as practicable; these may include vegetative, topographic, water or wetland features, and structures such as historic buildings or stone walls. The proximity to existing or potential future residences shall be taken into account.** ~~a greenbelt shall be provided. Such greenbelt shall consist of four (4) staggered rows, each row ten (10) feet apart, of substantially sight impervious evergreen foliage at least 8 feet in height or planting of shrubs and trees complimented by a sight impervious fence of at least 6 feet, but not more than 8, in height or such other type of landscaping as may be required under site plan approval.~~
- b) In all developments, to the extent practicable, existing trees shall be retained and used to satisfy the provisions of the minimum lot landscaping.**
- c) Further tree planting may be required, including along road frontages. In the Limited Business and Commercial Districts the frontage lots shall be landscaped with a minimum of one deciduous tree for each 35 linear feet. The tree species shall be in accordance with the requirements of the Bedford Department of Public Works.**

C. Section 6.5.4, Educational Uses – Greenbelt

Current Text:

Greenbelt

A greenbelt shall be provided to screen the proposed development from adjoining land zoned for residential use as specified in Section 6.2.12.

Proposed Text:

~~Greenbelt~~ Landscape Buffer

A **landscape buffer** ~~greenbelt~~ shall be provided to **moderate the visual impact of screen** the proposed development ~~from~~ **on** adjoining land zoned for residential use as specified in Section 6.2.12.

D. Section 6.6.5, Child Care Facility and Religious Uses – Greenbelt

Current Text:

Greenbelt

A greenbelt shall be provided to screen the proposed development from adjoining land zoned for residential use as specified in Section 6.2.12.

Proposed Text:

Landscape Buffer~~Greenbelt~~

A **landscape buffer** ~~greenbelt~~ shall be provided to **moderate the visual impact of screen** the proposed development ~~on from~~ adjoining land zoned for residential use as specified in Section 6.2.12.

E. Table II Dimensional Regulations

Amend Table II, Dimensional Regulations, by replacing the column headed “Minimum Lot Landscaping %” and footnotes, as follows:

		<i>Current</i>	<i>Proposed</i>
Residence R	Standard Subdivision	-	-
Residence A	"	-	-
Residence B	"	-	-
Residence C	"	-	-
Residence D	"	50	50
Residence R	Cluster Development	-	-
Residence A	"	-	-
Residence B	"	-	-
Residence C	"	-	-
Limited Business		25	25*
Limited Business		25	25*
General Business		25	25*
Commercial		30% in all cases provided that where such use abuts a residential district a greenbelt shall be provided.	30*
Industrial B		50% in all cases provided that where such abuts a residential district a greenbelt shall be provided.	50*
Industrial Park A		50% in all cases provided that where such abuts a residential district a greenbelt shall be provided.	50*
Industrial C		50% in all cases provided that where such abuts a residential district a greenbelt shall be provided.	50*

See Section 6 for provisions applicable to this Table II.

***Where the use abuts a residential district, a landscape buffer shall be provided as specified in Section 6.2.12**

F. Section 7.5.2.1 b), Site Plan Approval—Procedure for Review by the Planning Board – Application for Site Plan Approval

Current Text:

(b) The applicant shall submit such material as may be required regarding design features intended to integrate the proposed new development into the existing landscape, to enhance aesthetic assets and to screen objectionable features from neighbors.

Proposed Text:

(b) The applicant shall submit such material as may be required regarding design features intended to integrate the proposed new development into the existing landscape, to enhance aesthetic assets and to screen objectionable features from neighbors. **This shall include addressing any requirement for a landscape buffer under Section 6.2.12.**

G. Section 8.2.8, Cluster Development – Standards – Greenbelt

Current Text:

Greenbelt

No building shall be erected within 50 feet of the boundary line with adjoining land zoned for residential use. A greenbelt shall be provided to screen the proposed development from adjoining land zoned for residential use, as specified in Section 6.2.12.

Proposed Text:

Landscape Buffer Greenbelt

No building shall be erected within 50 feet of the boundary line with adjoining land zoned for residential use, **except buildings for uses accessory to single family dwellings as described in Section 5 and subject to the dimensional placement provisions of Section 6.** A ~~landscape buffer~~~~greenbelt~~ shall be provided to **moderate the visual impact of**~~screen~~ the proposed development ~~on~~~~from~~ adjoining land zoned for residential use, as specified in Section 6.2.12.

H. Section 9.2.5, Planned Residential Development (PRD) – Standards – Lot Area, Frontage and Yard Requirements

Current Text:

Lot Area, Frontage and Yard Requirements

There shall be no minimum lot area, frontage or yard requirements within a PRD. However, no building shall be erected within 50 feet of a public way or boundary line of the PRD. A Greenbelt shall be provided to screen the proposed development from adjoining land zoned for residential use, as specified in Section 6.2.12.

Proposed Text:

Lot Area, Frontage and Yard Requirements, and Landscape Buffer

There shall be no minimum lot area, frontage or yard requirements within a PRD. However, no building shall be erected within 50 feet of a public way or boundary line of the PRD, **except buildings for uses accessory to residential use as described in Section 5 which shall be subject to the Planning Board's discretion.** A ~~landscape buffer~~~~Greenbelt~~ shall be provided to **moderate the impact of**~~screen~~ the proposed development ~~on~~~~from~~ adjoining land zoned for residential use, as specified in Section 6.2.12.

I. Section 19.5.5, Town Center Mixed Use Overlay District – Design Standards and Planning Board Findings – landscape materials

Current Text:

Landscape materials used as buffers are native, non-invasive, hardy for New England weather conditions and disease resistant. The greenbelt provisions of section 6.2.12 shall also apply.

Proposed Text:

Landscape materials used as buffers are native, non-invasive, hardy for New England weather conditions and disease resistant. The **landscape buffer-greenbelt** provisions of section 6.2.12 shall also apply.

pass any vote or take any action relative thereto.

The article proposes to modify various sections of the Zoning Bylaw pertaining to landscaping within new developments, and in particular the perimeter treatment of developments that adjoin residential districts. It would replace a somewhat inflexible “greenbelt” design specification for perimeter planting and fencing with more variable standards including a “landscape buffer”, that can be applied appropriately to the circumstances, in reviews of site plans and special permits. These reviews occur for industrial, commercial and business developments and for certain types of residential developments but not for conventional residential subdivisions. The proposed new wording would require sight impervious screening for features such as exterior equipment and loading docks, but would recognize that well designed buildings may not need the same degree of screening. It would place more emphasis on incorporating existing attractive features of a site in landscape design. It would modify a fifty foot perimeter “no building” rule that applies to residential subdivisions developed under the Cluster and Planned Residential Development sections (Sections 8 and 9), by allowing accessory buildings. These would still be subject to the normal rules for placement within lots in the case of Cluster developments (i.e. behind the rear of the house and at least 10 feet from lot lines and from other buildings) and to discretionary Planning Board approval under the special permit in the case of PRDs. The 50 foot no building rule can be a disproportionate burden or constraint on residents of lots on the perimeter of developments, where it sometimes prevents placement of any accessory buildings as well as limiting the shape of the house. In drafting these proposed changes, the opportunity has been taken to correct some typographical errors in recent versions of the bylaw.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended

Article 6 - Miscellaneous Charter Amendments

To determine whether the Town will vote to propose the following amendments to the Town of Bedford Charter:

a) Article 2 - The Town Meeting, Section 2-6 Clerk of the Town Meeting

Current text:

The Town Clerk shall record all votes and preserve as public records all proceedings of the Town Meeting sessions. If at a Town Meeting the office of Town Clerk is vacant, or if the Town Clerk is absent, the meeting shall elect a temporary Clerk.

Proposed Text:

The Town Clerk shall record all votes and preserve as public records all proceedings of the Town Meeting. ~~sessions.~~ If at a **session** of Town Meeting the office of Town Clerk is vacant, or if the Town Clerk is absent, the ~~m~~Meeting shall elect a temporary Clerk.

b) Article 2 -The Town Meeting, Section 2-8 Petitioners’ Advisory Committee (Second Sentence)

Current Text:

Appointees shall serve for a term of one year and shall be attorneys or persons otherwise qualified by virtue of their experience in town government.

Proposed Text:

Appointees shall serve for a term of one year and shall be attorneys or persons otherwise qualified by ~~virtue of~~ their experience in town government.

c) Article 2 - The Town Meeting, Section 2-9 Town Meeting Vote by Consent

Current Text:

In preparing the warrant for Town Meeting the Selectmen may, at their discretion, place two or more items subject to a vote at Town Meeting into a consent article. A vote on a consent article shall be a vote on all items it contains; however, each item shall be printed in the article in a separate paragraph so that it is identifiable and distinct from all others. The Town Meeting may vote to amend a consent article by removing from it any item making that item subject to a separate vote. In that event a consent article shall be voted, as amended.

Proposed Text:

In preparing the warrant for Town Meeting the Selectmen may, ~~at their discretion,~~ place two or more items subject to a vote ~~at Town Meeting~~ into a consent article. A vote on a consent article shall be a vote on all items it contains; however, each item shall be printed in the article in a separate paragraph so that it is identifiable and distinct. ~~from all others.~~ The Town Meeting may vote to amend a consent article by removing from it any item, making that item subject to a separate vote. In that event a consent article shall be voted, as amended.

d) Article 2 - The Town Meeting, Section 2-11 Submission of Budgets by Elected Boards and Elected Committees to the Finance Committee

Current Text:

All elected boards and elected committees shall submit their budget to the Finance Committee no later than the second Monday in January. The Selectmen's budget shall be in the form specified in Article 5, Section 2 of this Charter.

Proposed Text:

All elected boards and elected committees shall submit their budget to the Finance Committee no later than the second Monday in January. The Selectmen's budget shall be in the form specified in Article 5, Section 2 of this Charter. **Exceptions to this date will be subject to the decision of the Finance Committee.**

e) Article 3 - The Selectmen, Section 3-3 Appointments

Current Text:

In addition to appointments to temporary posts and committees they may create, the Selectmen shall make the following appointments for the terms specified:

Office	Length of Term	
	No. of	Years
Fence Viewers	5	1
Measurers of Wood, Bark and Manure	5	1
Town Manager	1	Pleasure of Selectmen

Proposed Text:

In addition to appointments to temporary posts and committees they may create, the Selectmen shall make the following appointments for the terms specified:

Office	Length of Term	
	No. of	Years
Fence Viewers	5	1
Measurers of Wood, Bark and Manure	5	1
Town Manager	1	Pleasure of Selectmen

f) Article 5 - Town Manager, Section 5-1 Conditions of Office, Duties

Current Text:

The Selectmen shall appoint a Town Manager who shall be qualified by education, training, or previous experience in public administration to perform the duties of the office. He or she shall be the chief administrative officer of the Town. The individual shall not have served in an elective office in the Town during the twelve months prior to the appointment. He or she shall devote full-time to the business of the Town. The Town Manager's compensation shall be set by the Selectmen within the amount appropriated by the Town Meeting. The Town Manager shall serve at the pleasure of the Selectmen; however, at least four Selectmen must vote for dismissal if the individual is to be removed from office. The Town Manager shall be responsible for the conduct of affairs placed in his

or her charge by this Charter or by other legal source or delegation of authority. Among the powers and duties of the Town Manager are the following:

- a. Recommend to the Selectmen for their consideration and approval policies and long-range goals to guide the plans and programs of the several offices and departments.
- c. Prepare the Salary Administration Plan Bylaw amendment for approval of Town Meeting. In this regard he or she shall administer the Bylaw and perform all administrative and policy functions in said Bylaw.
- e. Provide staff support to the Capital Expenditure Committee to assist it in the execution of its duties.
- f. Keep Selectmen informed as to the financial condition and needs of the Town and make such recommendations to them as deemed necessary or expedient.

Proposed Text:

The Selectmen shall appoint a Town Manager who shall be qualified by education, ~~training, or previous~~ **and** experience in public administration to perform the duties of the office. He or she shall be the chief administrative officer of the Town. The individual shall not have served in an elective office in the Town during the twelve months prior to the appointment. He or she shall devote full-time to the business of the Town. The Town Manager's compensation shall be set by the Selectmen within the amount appropriated by the Town Meeting. The Town Manager shall serve at the pleasure of the Selectmen; however, at least four Selectmen must vote for dismissal **from the position. if the individual is to be removed from office.** The Town Manager shall be responsible for the conduct of affairs placed in his or her charge by this Charter or by other legal source or delegation of authority. Among the powers and duties of the Town Manager are the following:

- a. ~~Recommend to the Selectmen for their consideration and approval~~ policies and long-range goals **to the Selectmen** to guide the plans and programs of ~~the several~~ offices and departments.
- c. Prepare the Salary Administration Plan Bylaw amendment for approval of Town Meeting. ~~In this regard he or~~ /she shall administer the Bylaw and perform all administrative and policy functions in said Bylaw.
- e. Provide staff support to the Capital Expenditure Committee. ~~to assist it in the execution of its duties.~~
- f. Keep Selectmen informed as to the financial condition and needs of the Town and make such recommendations to them as ~~deemed necessary. or expedient.~~

g) Article 5 - Town Manager, Section 5-2 Responsibility for Budget Preparation (Third Sentence)

Current Text:

It shall address the financial policies and the assumptions that affect the department budgets and enumerate and explain the differences between the current and forthcoming budgets.

Proposed Text:

It shall address the financial policies and the assumptions that affect the department budgets and enumerate and explain the differences between the current and ~~forthcoming~~ **proposed** budgets.

h) Article 5 - Town Manager, Section 5-3 The Warrant Report

Current Text:

The Town Manager shall prepare a warrant report and place it in distribution to all the Town's registered voters a minimum of seven days before each Annual Town Meeting and a minimum of fourteen days before a Special Town Meeting. The warrant report shall be constructed as follows:

For each article in the warrant, a copy of the article or a summary that conveys its full contents; a statement by the submitter of the article of the reason or reasons why the provision set forth in the

article should be adopted by Town Meeting, a comment by the Selectmen, and a comment by the Finance Committee.

The Selectmen may also invite the Town officers, boards, commissions and committees affected by an article to submit a comment for the report. The warrant report for a Special Town Meeting need not be prepared if the Selectmen and the Finance committee agree that the time required for its preparation would delay the holding of such a meeting sufficiently to do harm to the town.

Proposed Text:

The Town Manager shall prepare a warrant report and ~~place it in distribution~~ **arrange for its distribution** to all the Town's registered voters a minimum of seven days before each Annual Town Meeting and a minimum of fourteen days before a Special Town Meeting. The warrant report shall be constructed as follows:

For each article in the warrant, a copy of the article or a summary that conveys its full contents; a statement by the submitter of the article of the reason or reasons why the provision set forth in the article should be adopted by Town Meeting, ~~a comment~~ **recommendations** by the Selectmen, and ~~a comment by the~~ Finance Committee.

The Selectmen may also invite the Town officers, boards, commissions and committees affected by an article to submit ~~a comment~~ **recommendations** for the report. The warrant report for a Special Town Meeting need not be prepared if the Selectmen and the Finance committee agree that the time required for its preparation would delay the holding of such a meeting sufficiently to do harm to the town.

i) Article 8 - Recall of Elected Officials, Section 8-1 Holders of an Elective Office May Be Recalled

Current Text:

Holders of an Elective Office May Be Recalled

Any holder of an elective office may be recalled and removed by the qualified voters of the Town as provided in this Charter. Recall is intended to be utilized when, in the opinion of the number of voters specified below, an elected official, acting as such, has caused a loss of confidence in his or her judgment or ability to perform reasonably the duties and responsibilities of the office.

Proposed Text:

Holders of an Elective Elected Office May Be Recalled

Any holder of an ~~elective~~ **elected** office may be recalled and removed by the ~~qualified~~ **registered** voters of the Town as ~~provided~~ **detailed** in this ~~Charter~~ **article**. Recall is intended to be utilized when, in the opinion of the number of voters specified below, an elected official, acting as such, has caused a loss of confidence in his or /her judgment, or ~~the~~ ability to ~~perform~~ **perform** the duties and responsibilities of the office.

j) Article 8 - Recall of Elected Officials, Section 8-2 Affidavit, Petition, Preparation and Filing

Current Text:

Any ten qualified voters of the Town may file with the Town Clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds of recall. The Town Clerk shall promptly transmit a copy of such affidavit to the officer sought to be recalled and to the Selectmen. Within five days from the date of the filing of the affidavit, the Town Clerk shall deliver to the ten voters making such affidavit a sufficient number of copies of petition blanks demanding such recall. The blanks shall be issued, consecutively numbered, by the Town Clerk with the signature and official seal of the Town Clerk attached thereto; they shall be dated and addressed to the Selectmen, shall contain the name of the person sought to be recalled, the grounds of recall as stated in said affidavit, and the names of the persons to whom issued, and they shall demand the election of the successor to such office. The recall petition shall be returned and filed with the Town Clerk at or

before 5:00 p.m. of the thirtieth day after issuance of the petition. Said petition before being returned and filed shall be signed by at least ten percent of registered voters and to every signature shall be added the place of residence of the signer, giving the street and number. The Town Clerk shall deliver the petition to the Registrars of Voters, and the Registrars shall, within five days, certify the number of signatures which are names of voters of the Town.

Proposed Text:

Any ten ~~qualified~~ **registered** voters of the Town seeking to recall an elected officer of the Town may file ~~with the Town Clerk~~ an affidavit **with the Town Clerk** containing the name of the said officer ~~sought to be recalled~~ and a statement of the grounds ~~of for~~ recall. The ~~Town~~ Clerk shall promptly transmit a copy of ~~such the~~ affidavit to the officer sought ~~to be for~~ recalled and to the Selectmen. Within five days from the ~~date of the filing of the affidavit~~ **filing date**, the Town Clerk shall deliver ~~to the ten voters making such affidavit~~ a sufficient number of copies of **recall** petition blanks ~~demanding such recall to the ten filing voters~~.

The blanks shall

1. be ~~issued~~, consecutively numbered, ~~by the Town Clerk~~ with the signature and official seal of the Town Clerk attached ~~thereto~~;
2. ~~they shall~~ be dated and addressed to the Selectmen;
3. ~~shall~~ contain the name of the person sought to be recalled;
4. **contain** the grounds ~~of for~~ recall as stated in ~~said the~~ affidavit;
5. ~~and contain~~ the names of the persons ~~to whom issued~~, **who filed the recall affidavit**
6. **demand a recall election be held**
7. ~~and they shall~~ demand the election of the successor to ~~such the~~ office, **as detailed in Section 8-6.**

The **completed** recall petition shall be returned and filed with the Town Clerk at or before 5:00 p.m. of the thirtieth (30th) day after issuance of the petition **to the filers**. ~~Said The petition before being returned and filed~~ shall be signed by at least ten percent of registered voters and ~~to every signature shall be added the~~ **also include the** place of residence of the signer, ~~giving the~~ **with** street and number, **of the signer**. The Town Clerk shall **promptly** deliver the petition to the Registrars of Voters, and the Registrars shall, ~~within five days~~, certify the number of **Town voter** signatures ~~which are names of voters of the Town within five days~~.

k) Article 9 - General Provisions, Section 9-3 Date of Appointments

Current Text:

Date of Appointments

Terms of appointment shall end on June 30, or until another is duly appointed and qualified.

Proposed Text:

~~Date~~ Term of Appointments

Terms of appointment shall end on June 30, or until another **person** is duly appointed and qualified.

l) Article 9 - General Provisions, Section 9-4 Qualification of Elected and Appointed Officials

Current Text:

Qualification of Elected and Appointed Officials

Except for regular Town employees, all elected and appointed officials shall be qualified by the Town Clerk within thirty days of their election or appointment.

Proposed Text:

Qualification of Elected and Appointed ~~Officials~~ Town Officers

To be qualified, a person must be duly elected or appointed, and have taken the oath of office. ~~Except for regular Town employees, a~~ **All** elected and appointed ~~officials~~ **Town officers** shall be

qualified by the Town Clerk within thirty days of their election or appointment-, **and may not begin their official duties until they are qualified.**

m) Article 9 - General Provisions, Section 9-5 Voting of Boards, Commissions, Committees

Current Text:

A majority vote of the total membership of any elective or appointive board, commission or committee shall be required to pass a motion.

Proposed Text:

Except as otherwise provided by Massachusetts General Law, A a majority vote of the total membership of any elective or appointive board, commission or committee shall be required to pass a motion.

n) Article 9 - General Provisions, Section 9-14 Charter Revision

Current Text:

The Selectmen shall five years from the effective date of this Charter and every five years thereafter, appoint a committee to study the working of Town government and recommend revisions and amendments considered advisable.

Proposed Text:

The Selectmen shall five years from the effective date of this Charter and every five years thereafter, appoint a committee to **study review** the working of Town government and recommend revisions and amendments considered advisable.

o) Article 9 - General Provisions, Section 9-16 Publication of Charter and Bylaws (Second Sentence)

Current Text:

Copies of the said Bylaws and copies of this Charter shall be made available in suitable form in the office of the Town Clerk.

Proposed Text:

Copies of the said Bylaws and copies of this Charter shall be made available ~~in suitable form~~ in the office of the Town Clerk.

These amendments to the Charter are proposed following discussions by the Charter Review Committee and a Selectmen's public hearing. The proposals are largely in the interest of clarification and simplification of language. The proposal regarding the submission of budgets to the Finance Committee more accurately reflects current practice. The proposals for Selectmen appointments would delete Fence Viewers and Measurers of Wood, Bark and Manure as these committees no longer exist. It is also proposed that the Town Manager be deleted from the Selectmen appointments list as it is indicated elsewhere in the Charter that the Selectmen appoint the Town Manager. The proposal regarding the Qualification of Elected and Appointed Officials provides a definition of the term "qualified." The proposed additional language to the Voting of Boards, Commissions, and Committees encompasses those committees that are an exception to the description of vote requirements as stipulated by Massachusetts General Law.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended

Article 7 - Charter Amendment - The Moderator, Election, Deputy Moderator

To determine whether the Town will vote to amend the Town of Bedford Charter Article 2, Section 2-5 "The Moderator, Election, Temporary Moderator" as follows:

Article 2 - The Town Meeting, Section 2-5 The Moderator, Election, Temporary Moderator

Current Text:

The Moderator, Election, Temporary Moderator

A Moderator shall be elected for a three-year term to preside over sessions of the Town Meetings. In the absence of the Moderator, the Town Meeting shall elect a temporary Moderator.

Proposed Text:

The Moderator, Election, Temporary Deputy Moderator

A Moderator shall be elected for a three-year term to preside over sessions of the Town Meetings. **At the first session of the Annual Town Meeting, the Moderator shall appoint a Deputy Moderator to serve until the next Annual Town Meeting in the event of the Moderator's absence or disability, provided that the Town Meeting shall ratify such appointment.**

The Deputy Moderator shall have all of the powers of the Moderator when presiding at Town Meeting sessions, but shall have no other powers or duties of the Moderator. In the absence of the Moderator **and the Deputy Moderator**, the Town Meeting shall elect a temporary Moderator.

This proposed charter amendment would create the position of Deputy Moderator. The Deputy is to be appointed by the Moderator at the first session of the Annual Town Meeting with ratification by the Town Meeting of the appointment. The Deputy would serve in the case of the Moderator's absence or disability and would have all of the powers of the Moderator when presiding at Town Meeting sessions, but no other powers. In the absence of both the Moderator and the Deputy Moderator, Town Meeting would elect a Temporary Moderator.

Recommendations:

Selectmen: Approval recommended
Finance Committee: Approval recommended

Article 8 - Charter Amendment - Volunteer Coordinating Committee Membership

To determine whether the Town will vote to amend the Town of Bedford Charter Article 3, Section 3-3 "Appointments" by increasing the number of Volunteer Coordinating Committee members from three (3) to a total of five (5) members as follows:

Article 3 - The Selectmen, Section 3-3 Appointments

<i>Current Text:</i>			<i>Proposed Text:</i>		
In addition to appointments to temporary posts and committees they may create, the Selectmen shall make the following appointments for the terms specified:			In addition to appointments to temporary posts and committees they may create, the Selectmen shall make the following appointments for the terms specified:		
		Length of Term			Length of Term
<u>Office</u>	<u>No. of</u>	<u>Years</u>	<u>Office</u>	<u>No. of</u>	<u>Years</u>
Volunteer Coordinating Committee	3	3	Volunteer Coordinating Committee	5	3

This proposed charter amendment would add two members to the Volunteer Coordinating Committee (VCC) to increase its total membership to five (5).

Recommendations:

Selectmen: Approval recommended
Finance Committee: Recommendation to be given at Special Town Meeting

Article 9 - Charter Amendment - Duties of the Volunteer Coordinating Committee

To determine whether the Town will vote to amend the Town of Bedford Charter Article 3, Section 3-5 "Duties of the Volunteer Coordinating Committee" as follows:

Article 3 - The Selectmen, Section 3-5 Duties of the Volunteer Coordinating Committee

Current Text:

The Volunteer Coordinating Committee shall identify qualified candidates for all appointive offices in the Town, except for appointees who work full or part time for remuneration, and except for appointments to the Volunteer Coordinating Committee. For each appointment made by each appointing authority, except for the just specified exceptions, it shall present the appointing authority with a list of names from which to choose, including the incumbent's name if he or she wishes to be reappointed. No appointing authority may choose an appointee whose name does not appear on such list. However, the Volunteer Coordinating Committee shall provide additional names if the appointing authority requests them or if any candidate on a list refuses appointment. The appointing authority may make an appointment without following the procedure set forth in this paragraph if the Volunteer Coordinating Committee fails to supply a list of candidates within thirty days of the date of a request.

Proposed Text:

The Volunteer Coordinating Committee shall identify qualified candidates for ~~all~~ appointive offices in the Town, except for **the following**:

- appointees who work full or part time for remuneration, ~~and except for appointments to~~
- the Volunteer Coordinating Committee; ,
- **incumbents under consideration for reappointment,**
- **appointees of elected and appointed boards and committees other than those of the Selectmen.**

For each appointment made by each appointing authority, except for the ~~just specified~~ exceptions **specified above, the Committee** shall present the appointing authority with a list of **the name or** names from which to choose, ~~including the incumbent's name if he or she wishes to be reappointed.~~ ~~No~~ **The** appointing authority may **not** choose an appointee whose name does not appear on such list. However, the Volunteer Coordinating Committee shall provide **an additional name or** names if the appointing authority requests them or if any candidate on a list refuses appointment. The appointing authority may make an appointment without following the procedure set forth in this paragraph if the Volunteer Coordinating Committee fails to supply a list of candidates within ~~thirty~~ **sixty** days of the date of a request.

This proposed charter amendment would revise the description of those positions for which the Volunteer Coordinating Committee (VCC) will recruit candidates. Language has been added to clarify that the VCC does not need to identify additional candidates when a current member wishes to be reappointed nor for appointees of elected and appointed boards other than the Selectmen. This more accurately reflects current practice.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended

Article 10 - Charter Amendment – Signature Requirement for Recall Petitions of Elected Officials

To determine whether the Town will vote to amend the Town of Bedford Charter Article 8 “Recall of Elected Officials”, Section 8-2 “Affidavit, Petition, Preparation and Filing”, the sixth sentence therein, by deleting the signature requirement of 10% of registered voters in order for a recall petition to be certified and replacing said signature requirement with 20%.

This proposed charter amendment would increase the signature requirement to 20% of registered voters in order for a recall petition to be certified. This would be an increase from the current 10% requirement and would be more in line with other Massachusetts communities that incorporate recall provisions in their charters.

Recommendations:

Selectmen: Approval recommended
Finance Committee: Disapproval recommended

Article 11 - Rescind Prior Bond Authorizations and Related Appropriations

To determine whether the Town will vote to amend appropriations and rescind the following remaining, unborrowed amounts from the following bond authorizations, for which the projects have begun or have been completed and no further borrowings are required:

Article	Purpose	Original Total	Appropriation to be Rescinded	Bonding Authorization to be Rescinded
Article 15 of the 2014 Annual Town Meeting	Bedford Street Sewer Force Main Improvement	\$2,031,000	\$439,465.58	\$651,119
Article 17 of the 2014 Annual Town Meeting	Dump Trucks	\$440,000	\$30,000	\$30,000
Article 20 of the 2013 Annual Town Meeting	Ladder Truck	\$960,000	\$55,000	\$55,000

pass any vote or take any action relative thereto.

This article proposes to rescind a portion of three prior bond authorizations for repairs of the Bedford Street Sewer Force Main and purchase of two new Dump Trucks approved at the 2014 Annual Town Meeting, and the purchase of a new Ladder Truck approved at the 2013 Annual Town Meeting. The Ladder Truck and Dump Truck contracts have been awarded, and the figures listed to be rescinded are the remaining amounts left in the original bond authorization and appropriation. The completion of the final design and bidding for the Bedford Street Sewer Force Main Improvement project resulted in a total price of \$1,591,534.42. The Town has received a \$211,653.42 payment from Hanscom Air Force Base to partially fund this project resulting in a net cost of \$1,379,881.00 to the Town. Therefore, \$651,119 of the original bond authorization may be rescinded.

Recommendations:

Selectmen: Recommendation to be given at Special Town Meeting
Finance Committee: Recommendation to be given at Special Town Meeting
Capital Expenditure Committee: Recommendation to be given at Special Town Meeting

Article 12 - Community Preservation Surcharge Effective July 1, 2015

To determine whether the Town will vote to reconfirm a property tax surcharge of three percent (3%) of the taxes assessed annually on real property which shall be dedicated to the Community Preservation Fund, such

surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2015; pass any vote or take any action relative thereto.

This article would authorize the Town to continue to levy in Fiscal Year 2016 a surcharge of three percent (3%) on property taxes to be used for purposes authorized under the Community Preservation Act, which the Town accepted in 2001. Each year the Town receives matching funds from the Commonwealth, as a result of having accepted this Act. In November 2013, the Town received a total of \$759,907 from Commonwealth distributions. This total match was 56.37%. A conservative 29% match is projected for next year because it is not known at this time how much money will be available and how many communities will be participating in the program. Both Municipal and Commonwealth funds are to be used exclusively for affordable housing, open space preservation, historic properties preservation, and recreation. Under the Act, municipalities are required to spend or reserve for future expenditure at least ten percent of the fund for each of the first three above purposes. The property tax surcharge may be any percentage up to three percent. The Selectmen are placing this article on the Warrant of this Special Town Meeting in keeping with a commitment made at the time the Community Preservation Act was accepted. If Town Meeting were to adopt any percentage other than the current three percent in effect, this change would also need approval of Bedford's registered voters at the Annual Town Election in March 2015.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended

Article 13 - Bond Authorization - Town Hall Building Systems Replacement

To determine whether the Town will vote to appropriate the sum of \$2,850,000 or any other sum for remodeling, reconstructing and making extraordinary repairs to the Town Hall located at 10 Mudge Way, including the cost of the issuance of any bonds or notes and any other cost incidental or related to such project; to determine whether such sum shall be raised in the tax levy, transferred from available funds, borrowed, appropriated from Community Preservation Program funds, or from any combination thereof; and to pass any vote or take any action relative thereto.

This article proposes to appropriate funds for the replacement of building systems in the Town Hall located at 10 Mudge Way. At the time the warrant was printed, it was intended that the Town would fund the project in part with Community Preservation funds, in part with a transfer of available funds (\$479,000), and in part through a bond authorization. The current Town Hall mechanical, electrical and plumbing systems were placed in service in 1988 when renovations of the former Center School were completed for municipal offices. These systems have reached the end of their useful lives and should be replaced. The 2013 Annual Town Meeting appropriated funding for design of this project. The proposed systems will be more energy efficient than the existing building systems reducing Town Hall energy use by an estimated 10% to 20%.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended
Capital Expenditure Committee:	Recommendation to be given at Special Town Meeting

Article 14 - Amend FY 2015 Community Preservation Budget

The Community Preservation Committee recommends the following amendments to the Fiscal Year 2015 Community Preservation appropriations voted in Article 19 of the 2014 Annual Town Meeting, by appropriating or reserving from Fiscal Year 2015 Community Preservation Fund Revenues and the Community Preservation Fund Balance, unless otherwise specified, with each item considered a separate appropriation:

		Previous FY15 Appropriation	Additional Appropriation	Total FY15 Recommended
New Appropriations				
13	Municipal Affordable Housing Trust	\$0	\$304,272.00	\$304,272.00
Reserves				
12	Budgeted Reserves	\$323,000.00	\$291,394.51	\$614,394.51

pass any vote or take any action relative thereto.

This article proposes amendments to the Fiscal Year 2015 Community Preservation Budget adopted at the 2014 Annual Town Meeting. The Community Preservation Committee is recommending that additional appropriations be made for certain items. Funding for these appropriations is available as a result of Bedford having accepted the Community Preservation Act (CPA) in March 2001. The descriptions of the proposed projects are contained below:

13. Municipal Affordable Housing Trust - Funds would be provided to the Bedford Municipal Affordable Housing Trust for two Bedford Housing Authority projects at Ashby Place, an existing public housing complex for low income/elderly/handicapped residents. The sum of \$88,272 would be utilized for replacement of all windows at Ashby Place in order to increase energy efficiency and remove any lead paint and asbestos. The sum of \$216,000 would be utilized for refurbishing the original kitchens and bathrooms (c.1969) in eight (8) Ashby Place units. Refurbishing all 80 units is estimated to cost around \$2.0M, and will take place over several years subject to future appropriation. Some funds (\$230,800) are being received from the State. Both of these projects were previously approved at the November 2013 Special Town Meeting and the 2014 Annual Town Meeting, respectively. Recently both appropriations were invalidated by the Massachusetts Department of Revenue since the Community Preservation Act does not allow housing authorities to receive directly Community Preservation funds that are intended for energy efficiency or rehabilitation purposes. However, the Act does permit a municipal affordable housing trust to receive and then transfer to other entities (including housing authorities) Community Preservation funds for any type of affordable housing project including energy efficiency and rehabilitation.

12. Budgeted Reserves - Funding to be set aside in General Reserves for appropriation at the 2015 Annual Town Meeting.

Recommendations:

Selectmen:	Approval recommended
Finance Committee:	Approval recommended

Article 15 - Amend FY 2015 Operating Budgets

To determine whether the Town will vote to amend the sums appropriated under Article 24 of the 2014 Annual Town Meeting, Operating Budget - Fiscal Year 2015, for expenditures by officers, boards, committees, and for the Reserve Fund in the fiscal year beginning July 1, 2014, by either increasing or decreasing said sums, and to determine whether such appropriation shall be raised in the tax levy, transferred from available funds, transferred from the Stabilization Fund, borrowed, or by any combination of these methods; pass any vote or take any action relative thereto.

This article would allow amendments to the Fiscal Year 2015 Operating Budgets which were adopted at the 2014 Annual Town Meeting.

Recommendations:

Selectmen:	Recommendation to be given at Special Town Meeting
Finance Committee:	Recommendation to be given at Special Town Meeting

Article 16 - Amend FY 2015 Ambulance Enterprise Budget for Introduction of Town Advanced Life Support Services

To determine whether the Town will vote to amend the sums appropriated under Article 25 of the 2014 Annual Town Meeting, Ambulance Enterprise Budget - Fiscal Year 2015, in order to operate the Ambulance Enterprise for the fiscal year beginning July 1, 2014; pass any vote or take any action relative thereto.

This article would allow amendments to the Fiscal Year 2015 Operating Budgets which were adopted at the 2014 Annual Town Meeting. At the time that the warrant was printed, it was anticipated that an amendment would be proposed to provide funding for additional staffing to institute Town-based advanced life support emergency services. Staffing within the Fire Department would increase by four (4) full-time paramedics.

Recommendations:

Selectmen: Approval recommended
Finance Committee: Approval recommended

Article 17 - Appropriate Funds for FY 2015 Bedford Police Officers Collective Bargaining Agreement

To determine whether the Town will vote to appropriate a sum of money to be added to Article 24, Operating Budget Fiscal Year 2015, Account #2010, Police Department, as voted at the 2014 Annual Town Meeting to fund the provisions of a Collective Bargaining Agreement between the Town of Bedford and the Bedford Police Officers Association commencing July 1, 2014 for the Police Officers; and to determine whether such appropriation shall be raised in the tax levy, transferred from available funds, or by any combination of these methods; pass any vote or take any action relative thereto.

This article would provide additional funds required to compensate members of the Bedford Police Officers Association for services rendered during Fiscal Year 2015 as a result of a Collective Bargaining Agreement commencing July 1, 2014 for a three-year term.

Recommendations:

Selectmen: Recommendation to be given at Special Town Meeting
Finance Committee: Recommendation to be given at Special Town Meeting

Article 18 - Stabilization Fund Appropriation

To determine whether the Town will vote to raise and appropriate \$200,000 or any other sum to the Stabilization Fund, as provided under Massachusetts General Laws, Chapter 40, Section 5B; pass any vote or take any action relative thereto.

This article requests an appropriation to be added to the Stabilization Fund. This fund may be used for any purpose in the future, but requires a vote of Town Meeting in order to transfer and spend any of these funds. The balance in the fund as of September 1, 2014 was \$2,737,543.

Recommendations:

Selectmen: Approval recommended
Finance Committee: Approval recommended

and you are directed to serve this Warrant by posting attested copies thereof at the Town Hall and in at least three other public places in the Town at least fourteen days before the time of said meeting.

Hereof fail not and make return of this Warrant with your doings thereof at the time and place of said meeting. Given under our hands on this 6th day of October in the year Two Thousand and Fourteen.

Selectmen of Bedford

Margot Fleischman, Chair

Caroline Fedele

William S. Moonan

Michael Rosenberg

Mark Siegenthaler

Guidelines for Civil Discourse

The Town of Bedford respects and recognizes each citizen's right to free speech. In order to guarantee all people's right to free speech and to ensure productive civil discourse, we request that all citizens respect the following guidelines.

Show respect for others.

- Discuss policies and ideas, not people
- Only one person should be speaking at any given time
- Use helpful, not hurtful language

Speak as you would like to be spoken to.

- Use courtesy titles (Mr., Ms., Sir, etc.) and ask if unsure
- Restate ideas when asked
- Use a civil tone of voice

Agree to listen.

- Respectfully hear and listen to differing points of view
- When unsure, clarify what you heard
- Realize that what you say and what people understand you to have said may be different
- Recognize that people can agree to disagree

Speak for yourself, not others.

- Speak from your own experience
 - Use "I" statements ("I think that the ideas presented...")
- Follow agreed upon guidelines regarding who speaks when and for how long.

**Town of Bedford
Massachusetts 01730**

**Presorted Standard Mail
Postage Paid
Permit No. 42
Bedford, MA 01730**

**Residential Postal Customer
Bedford, MA 01730**

**Special Town Meeting
Thursday, November 6, 2014
Bedford High School
7:30 P.M.
Open To All Registered Voters**